

## 01 17 2024 Brechin United Church Council MEETING MINUTES and Team Reports

**Wednesday, January 17, 2024, at 10:00 am**

**ATTENDANCE:** Rob Russell (chair), Rev. Tif Bradford-McNaughton, Keith Allen, Lynn Burrows, Linda Braid, Eileen Carolan (secretary), Darlene Darby, Terri Donaldson, Marilyn Huffman, Gloria LeGal, Val Neilson, Grace Skomorowski, Kathy Torhjem (past chair), Susan Ward, Blaine Wilkins, Bruce Wilson, Linda Wilson. Guests: Doug Cochrane, Matt Haapala  
Regrets: Anne Manikel

**WELCOME:** by Rob Russell, Council Chair, who called the meeting to order at 10 AM

**DEVOTIONAL:** By Gloria LeGal read “My face is the land” from *My Spirit Soars* by Chief Dan George.

**ADDITIONS to the Agenda:** Secretary Role added under New Business.

### **APPROVAL OF AGENDA AS AMENDED:**

**Motion:** M/S Linda Braid / Kathy Torhjem that the agenda is approved. **Carried.**

### **ADOPTION OF MINUTES:**

**Motion:** That December 20, 2023, Council Meeting minutes are adopted.

**M/S** Gloria LeGal/ Lynne Burrows minutes are adopted. **Carried.**

**CORRESPONDENCE RECEIVED:** none

**CORRESPONDENCE SENT:** none

- **Minister's Report:** Rev. Tif Bradford-McNaughton
  - I have not yet picked up a quote on repairing the iPad which was broken in December
  - Today I meet with Jennifer and Murray to sort out the details of our Fresh Start sessions
  - Advent and Christmas filled the days!
  - I am in the process of getting another parking pass from the chaplaincy for the hospital
  - Thanks again to everyone for your participation in the “How to Lead When you Don’t Know Where You’re Going” book study. If anyone on your teams is curious, of course, feel free to share the book around - I don’t know that we’ll do another official wider church book study with this, but if there’s interest, I’m open to it.
  - Getting started with our “Time for Renewal” process is a priority at present. The process was not designed to be led by me and would benefit from a few more people helping with details for events as Gloria and Rob have many other responsibilities.
- **Financial Report:** Blaine Wilkins, see attached

## 01 17 2024 Brechin United Church Council MEETING MINUTES and Team Reports

- *Income statement:* in response to our year-end Stewardship Campaign, local and open contributions increased in November and December to approximately \$33,000.
  - *Comparative income statement:* approximately \$34,000 was transferred from the Legacy Fund to cover net losses for 2023. This is less than was originally forecasted.
  - *Draft Budget for 2024:* reflects increased PAR commitments and an expectation of average monthly rental revenue of \$1000. Has not been adjusted to reflect reduced staff hours. The predicted net loss for 2024 is \$38,000. The draft budget will be updated prior to the AGM in February.
  - The congregation is thanked for increased contributions in November and December.
- **PMR report:** Val Neilson and Susan Ward, see attached  
Val commented that the exciting, energetic, and enthusiastic people currently working at the Region level signal good things to come.

**Motion:** That the above reports be accepted as presented. **M/S** Darlene Darby/ Linda Wilson  
**Carried.**

### OLD BUSINESS:

- † **Congregational Meeting:** Will not be called before the AGM as there are many steps that have to be completed first.
  - † **AGM:** The AGM will be held after the service on February 11. Rob will send information to Cindy. Notice of the meeting will be in the Friday Announcements and from the pulpit on January 28 and February 4, 2024. The Fellowship Team will arrange light refreshments (cookies, cupcakes or muffins suggested).
  - † **Fresh Start:** Two sessions are scheduled after church on January 21. Rob has arranged for a tray of wraps, raw vegetables, and cookies for those who may have forgotten to bring a lunch and wish to stay. Tif, Gloria, Linda Braid, Rob and Allison are meeting on Friday to finalize details.
  - † **Visioning Sessions (Time for Renewal):**  
There will be 9 facilitated sessions on the following dates:  
February 4 & 18  
March 3 & 17  
April 14  
May 5  
September 8  
October 6  
November 3
- The Fellowship Team will consider providing refreshments for these sessions.
  - Gloria will organize a poster and notice in the Friday announcements.

## 01 17 2024 Brechin United Church Council MEETING MINUTES and Team Reports

- † **Rental Rates:** The process was clarified as follows.  
Inquiries should be directed to Cindy. If it is a one-time rental the fee is set and outlined in the Facility user policy and rates document. If the group wishes to book recurring facility use (ongoing rentals) the request will go to Keith to negotiate a rate.
- † **Seating Capacity:** Terri is continuing her investigation and currently waiting for a reply from Don Evans.
- † **Working Groups:**
  - 1/ Shared space:  
Activity discussed and the group is moving forward with its work.  
Information gathered and recommendations will be shared with council.  
Background reference shared: <https://www.egc.org/blog-2/2012/1/16/shared-worship-space-an-urban-challenge-and-a-kingdom-opportunity>
  - 2/ Enhancing visibility in the community:  
3 members identified and looking for at least one more. Meetings to start in the next few weeks.

### NEW BUSINESS:

- † **Posting of Council Minutes:** A notice will be posted to let people know where they can find the minutes on the church website. If people do not use computers, the option of having Cindy provide them with a copy will be noted. Eileen will advise Cindy.
- † **AV Report:** Matt reviewed concerns with the current microphones and programming of the processor. To enhance the sound from the perspective of the live stream audience and use more of the technology's capability will require the assistance of Myk Shaflik (AllStar Shows). Additional microphones, cables and mounting hardware have been purchased and the cost needs to be reimbursed. Discussion of an additional monitor in the sanctuary will be reconsidered after more information is gathered.
  - Building fund and the memorial fund are options to cover this expense.

**Motion:** Myk Shaflik(AllStar Shows), be engaged to update the AV system at Brechin at a cost, including the cost of microphones, cables and mounting hardware already purchased, not exceeding \$1000. **M/S:** Marily Huffman/ Lynn Burrows. **Carried.**

- AV Team consists of Matt Haapala, and he would like to recruit others to work with him.
- † **Secretary Role:**
  - Kathy Torhjem will be the secretary for the February 21 meeting. Eileen is away from February 11 until March 4.
  - Team reports need to be sent to the secretary no later than Sunday noon prior to the upcoming meeting. Team reports will be forwarded to Council members by

## 01 17 2024 Brechin United Church Council MEETING MINUTES and Team Reports

Monday morning for review prior to the meeting.

### LEADERSHIP TEAM REPORTS

- **Faith Formation and Spiritual Development** - Darlene Darby, see attached.
- **Ministry & Personnel** – Linda Braid, see attached.
- **Brechin 4 Action:** Lynn Burrows, see attached.
  - Andrew Callicum (Director, Indigenous Priorities, Community Impact & Investment, United Way BC/Central & Northern VI) has agreed to act as a liaison advisor and resource person for our planning team for the *Responding to the Calls to Action: Building Relationships* event.
  - Registration is open to the public and will be through Event Brite at a cost of \$10 a person.
  - Brechin United Church will not incur any costs.

**Motion:** That Brechin co-host with Hope Lutheran (at Brechin), the event featuring Adrian Jacobs and called "Responding to the Calls to Action: Building Relationships" Friday evening March 8th, Saturday March 9th, and possibly at our March 10th Sunday Service. **M/S:** Lynn Burrows/ Gloria LeGal. **Carried.**

- Meetings to discuss feasibility of installing solar panels are ongoing.
- Discussion of who will represent Brechin 4 Action at Council meetings. It was agreed that any member of the team would be welcome and that it does not need to be the same person for each meeting. Council meeting agenda will be sent to Lynn Burrows.
- **Pastoral Care** – Marilyn Huffman, see attached.

The Community Series will be on the following dates:  
March 20, April 10, April 24 and May 8 from 7 – 830pm at Brechin.  
Advertising and posters will welcome community and church members to attend.
- **Property** – Keith Allen, see attached.
  - Positive reaction to the work bee to clean the windows.
  - Reminder that there needs to be coordination, well in advance, with Loaves and Fishes, if the facility is rented for the Federal Election
  - Food Safety: Friday announcements notice will be placed to encourage congregation members to take the Food Safe course (\$90). Kathy Torhjem is investigating when we will receive the Food Premises Permit certificate and what it may cost Brechin.
- **Worship** – Grace Skomorowski, see attached.

Clarification of 9 d) and e) of attached report.

d) The minister will write and deliver a new land acknowledgement each week.

e) The affirmation statement will be revised and shortened.

## 01 17 2024 Brechin United Church Council MEETING MINUTES and Team Reports

- **Stewardship & Finance** – Blaine Wilkins, Terri Donaldson  
The cost of offering envelopes is significant and there are very few people using them. There will be a work bee to modify the offering envelopes we have on hand instead of ordering new ones.
- **Fellowship** – Linda and Bruce Wilson, see attached.
  - Souper Sunday was a success and resulted in a profit of \$372.10.
  - Women's Retreat is planned for October 16 at the Bethlehem Centre.

**Motion:** That the booking deposit for the Women's Retreat be paid out of the Spiritual Growth Fund. **M/S:** Gloria LeGal/ Linda Braid. **Carried.**

**Motion:** **M/S** Darlene Darby /Val Neilson that the Leadership team reports be accepted. **Carried.**

### INTENTIONAL COMMUNICATION:

- † Tif will request an estimate to repair the iPad screen.
- † Rob will provide Cindy with the plan for the AGM.
- † Bruce and Linda W. will arrange refreshments for February 11 AGM and consider refreshments for Time for Renewal sessions.
- † Gloria will commission a poster to advertise the Time for Renewal sessions.
- † Eileen will ask Cindy to post a notice about access to minutes.
- † Kathy will follow up on Food Premises Permit
- † Matt will set up AV support through AllStar Shows
- † Blaine will arrange for envelope work bee.

### CLOSING PRAYER – CLOSING PRAYER – By Rev. Tif

Heartfelt thanks to Lynn Burrows, Val Neilson and Kathy Torhjem, who will not be on Council next year, for their commitment to Brechin United Church through their service on Council.

The meeting was adjourned at 1205 on the motion by Linda Braid.

Next Council meeting: February 21, 2024, at 10 AM, in person.

Devotional: Grace Skomorowski

Rob Russell, Chair

Eileen Carolan, Secretary

## **01 17 2024 Brechin United Church Council MEETING MINUTES and Team Reports**

### **Ministers Report**

- I have not yet picked up a quote on repairing the ipad which was broken in December
- Today I meet with Jennifer and Murray to sort out the details of our FreshStart sessions
- Advent and Christmas filled the days!
- I am in the process of getting another parking pass from the chaplaincy for the hospital
- Thanks again to everyone for your participation in the "How to Lead When you Don't Know Where You're Going" book study. If anyone on your teams is curious, of course, feel free to share the book around- I don't know that we'll do another official wider church book study with this but if there's interest, I'm open to it.
- Getting started with our "Time for Renewal" process is a priority at present. The process was not designed to be led by me and would benefit from a few more people helping with details for events as Gloria and Rob have many other responsibilities.

Respectfully submitted, Rev. Tif.

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**Treasurers Report - see following pages**

# 01 17 2024 Brechin United Church Council MEETING MINUTES and Team Reports

## Brechin United Church Balance Sheet As at 12/31/2023

### ASSET

#### Current Assets

Petty Cash	171.25	
Chequing Bank Account	<u>5,701.44</u>	
Total Cash		5,872.69
Investments		203,210.19
GST Receivable	<u>673.34</u>	
Total Receivable		<u>673.34</u>
<b>Total Current Assets</b>		<u><u>209,756.22</u></u>

#### Capital Assets

Property		<u>347,000.00</u>
<b>Total Capital Assets</b>		<u><u>347,000.00</u></u>

<b>TOTAL ASSET</b>		<u><u>556,756.22</u></u>
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### LIABILITY

#### Current Liabilities

<b>Total Current Liabilities</b>		<u><u>0.00</u></u>
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#### Trust Accounts

Building fund	26,435.08	
The Spiritual Growth Fund	460.05	
Mission & Service	0.00	
Loaves & Fishes	0.00	
Memorial Funds	4,868.20	
The Piemakers' Fund	0.00	
The Legacy Fund	63,205.82	
Brechin4Action Fund	462.56	
Workshops & Events Grants	8,311.50	
Ladies Friendship Group Fund	0.00	
Nanaimo Community Refugee Fund	79,621.53	
Total Trust Funds		<u>183,364.74</u>
<b>Total Current liabilities</b>		<u><u>183,364.74</u></u>

<b>TOTAL LIABILITY</b>		<u><u>183,364.74</u></u>
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### EQUITY

#### Retained Earnings

Retained Earnings - Previous Year	<u>373,391.48</u>
<b>Total Retained Earnings</b>	<u><u>373,391.48</u></u>

<b>TOTAL EQUITY</b>	<u><u>373,391.48</u></u>
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<b>LIABILITIES AND EQUITY</b>	<u><u>556,756.22</u></u>
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## 01 17 2024 Brechin United Church Council MEETING MINUTES and Team Reports

### Brechin United Church Income Statement 12/01/2023 to 12/31/2023

#### REVENUE

##### Revenue

Local Contributions	17,564.01
Open donations	757.70
NET Weddings and Funerals	-200.00
Special Events & Fundraising	2,671.00
Miscellaneous Revenues	573.65
Friends of Brechin Wall Fund	430.28
Restorative Care Program Revenue	0.00
DILOR-RENT	545.00
Unallocated Revenue	0.00
Federal Wage Subsidy Grants	0.00
<b>Total Operating Revenue</b>	<u>22,341.64</u>

##### Revenue from Funds

Revenue from Legacy Fund	33,909.89
Total Fund Revenue	<u>33,909.89</u>
<b>Total Revenue</b>	<u>33,909.89</u>

<b>TOTAL REVENUE</b>	<u>56,251.53</u>
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#### EXPENSE

##### Overhead Expenses

Moving & Temporary Space Expense	750.00
Electricity	1,017.86
Equipment Service & Agreements	885.12
Insurance	257.34
Janitorial Supplies	32.90
Contract Janitorial Services	2,583.00
UCC & Region Assessments	464.40
Repair & Maintenance General	428.42
Telephone & Internet Expense	49.28
Shared Building Expense	27.78
Kitchen Supplies	-150.70
<b>Total Overhead Expense</b>	<u>6,345.40</u>

##### Payroll Expenses

Wages & Salaries	7,951.06
Contracted Music Services	1,675.00
Wedding & Funeral Compensation	-200.00



## 01 17 2024 Brechin United Church Council MEETING MINUTES and Team Reports

Minister Travel Expense	438.35
Minister's Continuing Ed & Book Exp	117.32
Employee Benefits	1,992.90
<b>Total Payroll Expense</b>	<u>11,974.63</u>
<b>General &amp; Administrative Expenses</b>	
Website Expense	89.79
Envelope & Stewardship	499.34
Sunday School & Christian Develop't	112.39
Office Supplies	479.38
Bank Charges	30.00
Miscellaneous Expense	-1,646.97
Library Expense	19.15
Subscription Expense	55.93
Bookkeeping and Payroll Expenses	-24.71
<b>Total General &amp; Adminstravtive</b>	<u>-385.70</u>
<b>TOTAL EXPENSE</b>	<u>17,934.33</u>
<b>NET INCOME</b>	<u>38,317.20</u>

# 01 17 2024 Brechin United Church Council MEETING MINUTES and Team Reports

## Brechin United Church Comparative Income Statement

	Actual 01/01/2023 to 12/31/2023	Actual 01/01/2022 to 12/31/2022
<b>REVENUE</b>		
<b>Revenue</b>		
Local Contributions	126,294.82	109,494.37
Open donations	4,990.45	1,660.70
NET Weddings and Funerals	621.74	871.52
Special Events & Fundraising	14,086.49	8,943.27
Miscellaneous Revenues	2,537.35	466.80
Friends of Brechin Wall Fund	3,460.67	11,395.01
Restorative Care Program Revenue	0.00	22,830.21
DILOR-RENT	7,995.00	0.00
Investment Income	5,040.03	1,561.33
<b>Total Operating Revenue</b>	<u>165,026.55</u>	<u>157,223.21</u>
<b>Revenue from Funds</b>		
Revenue from Legacy Fund	33,909.89	17,016.53
Revenue from Transitional Exp. Fund	<u>0.00</u>	<u>27,222.65</u>
Total Fund Revenue	33,909.89	44,239.18
<b>Total Revenue</b>	<u>33,909.89</u>	<u>44,239.18</u>
<b>TOTAL REVENUE</b>	<u>198,936.44</u>	<u>201,462.39</u>
<b>EXPENSE</b>		
<b>Overhead Expenses</b>		
Moving & Temporary Space Expense	548.50	20,118.35
Electricity	4,386.16	2,215.43
Equipment Service & Agreements	1,139.80	918.55
Insurance	9,527.96	3,607.56
Janitorial Supplies	1,583.19	315.70
Contract Janitorial Services	14,826.63	660.00
UCC & Region Assessments	5,108.00	6,512.00
Repair & Maintenance General	1,907.76	0.00
Telephone & Internet Expense	1,339.61	2,581.74
Shared Building Expense	1,977.80	0.00
Kitchen Supplies	76.03	0.00
<b>Total Overhead Expense</b>	<u>42,421.44</u>	<u>36,929.33</u>
<b>Payroll Expenses</b>		
Wages & Salaries	100,247.28	103,096.45
Contracted Music Services	18,150.00	20,294.88

## 01 17 2024 Brechin United Church Council MEETING MINUTES and Team Reports

Wedding & Funeral Compensation	0.00	200.00
Minister Travel Expense	855.45	1,853.16
Minister's Continuing Ed & Book Exp	1,226.80	1,554.72
Employee Benefits	23,812.96	26,096.57
Pulpit Supply	2,528.00	1,989.00
<b>Total Payroll Expense</b>	<u>146,820.49</u>	<u>155,084.78</u>
<b>General &amp; Administrative Expenses</b>		
Newspaper Advertising expense	0.00	367.16
Bulletins, Inserts & Service Suppli	85.92	0.00
Website Expense	89.79	207.00
Envelope & Stewardship	499.34	485.77
Sunday School & Christian Develop't	574.79	0.00
Office Supplies	2,599.93	2,493.13
Bank Charges	421.50	441.50
Service Supplies	264.75	290.65
Broadview Magazine Expense	0.00	15.00
Fellowship Pastoral Care	60.03	55.00
M&P Committee Exp	27.99	73.13
Miscellaneous Expense	2,393.64	2,724.27
Library Expense	225.33	0.00
Music Expense	428.68	429.15
Brechin4Action Committee Expense	130.64	100.00
Subscription Expense	122.39	76.20
Bookkeeping and Payroll Expenses	1,769.79	1,690.32
<b>Total General &amp; Administrative</b>	<u>9,694.51</u>	<u>9,448.28</u>
<b>TOTAL EXPENSE</b>	<u>198,936.44</u>	<u>201,462.39</u>
<b>NET INCOME</b>	<u>-0.00</u>	<u>-0.00</u>

# 01 17 2024 Brechin United Church Council MEETING MINUTES and Team Reports

DRAFT BUDGET will be  
updated prior to AGM

## Brechin United Church 2024 Budget

2024 Budget

### REVENUE

#### Revenue

Local Contributions	133,000
Open donations	5,500
Weddings and Funerals	700
Special Events & Fundraising	14,000
Miscellaneous Revenues	2,000
Donor Wall	4,000
Restorative Care Program Revenue	0
Facility Rentals	12,000
Investment Income	4,000
Total Operating Revenue	<u>175,200</u>

Revenue from Legacy Fund

Revenue from Transitional Exp. Fund

**Total Revenue From Funds** 0

**TOTAL REVENUE** 175,200

### EXPENSE

#### Overhead Expenses

Moving & Temporary Space Expense	0
Electricity	4,500
Equipment Service & Agreements	2,000
Insurance	10,500
Janitorial Supplies	1,600
Contract Janitorial Services	15,000
UCC & Region Assessments	5,750
Repair & Maintenance General	3,000
Telephone & Internet Expense	1,500
Shared Building Expense	3,000
Kitchen Supplies	300
<b>Total Overhead Expense</b>	<u>47,150</u>

## 01 17 2024 Brechin United Church Council MEETING MINUTES and Team Reports

**DRAFT BUDGET will be  
updated prior to AGM**

<b>Payroll Expenses</b>	
Wages & Salaries	103,060
Contracted Music Services	19,000
Wedding & Funeral Compensation	300
Minister Travel Expense	1,000
Minister's Continuing Ed & Book Exp	1,640
Employee Benefits	28,044
Pulpit Supply	3,000
<b>Total Payroll Expense</b>	<b>156,044</b>
<b>General &amp; Administrative Expenses</b>	
Newspaper Advertising expense	0
Bulletins, Inserts & Service Suppli	300
Website Expense	300
Envelope & Stewardship	0
Sunday School & Christian Develop't	500
Office Expenses	2,600
Bank Charges	425
Broadview Magazine Expense	100
Fellowship Pastoral Care	125
M&P Committee Exp	125
Miscellaneous Expense	2,500
Library Expense	225
Music Expense	500
Brechin4Action Committee Expense	200
Subscription Expense	125
Bookkeeping and Payroll Expenses	2,100
<b>Total General &amp; Administrative</b>	<b>10,125</b>
<b>TOTAL EXPENSE</b>	<b>213,319</b>
<b>NET INCOME</b>	<b>-38,119</b>

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### PMRC Report

In December, I made my submission for the Annual Report.

I attended the zoom town hall on January 10th. The gathering of about 50 people welcomed two new regional staff.

Kendra Mitchel-Foster shared about Justice and Affirming Ministry in PMR. She is a very interesting person with a background in epidemiology and public health. Since becoming an Affirming Region, there is now an action group to ensure the Affirming Plan is being lived out. The Region is also committed to developing a Regional Affirming Network to provide education and support opportunities for those in affirming ministries, and those seeking to become affirming. There is a very generous list of resources on the Region website. Pam Rocker is not new to the region, but she spoke about Affirming initiatives already in place and coming up for PIE day in March.

## 01 17 2024 Brechin United Church Council MEETING MINUTES and Team Reports

Scott Reynolds is now serving Pacific Mountain and Chinook Winds regional councils as the national staff Growth Animator. He is very new to the position, so just introduced himself and hopes to share more about his work at a later date. He is part of the national plan to develop 100 new communities of faith.

Respectfully submitted by Val Neilson

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### Faith Formation & Spiritual Development Report

Sunday School-we have decided to return to weekly Sunday School. I have notified our 2 families that sometime attend and we will re-evaluate in a couple of months. Suzanne Sykes is taking over the lesson planning with my support.

Study Group-Garth Whitthome and I are starting our 6-week study group on "The Difficult Words of Jesus" Mondays at 3 pm beginning Monday, January 15 thru to Monday, February 19<sup>th</sup>. We have 14 participants including the 2 leaders, and Allison may join us too.

-Suzanne Sykes prayer study group will begin after Easter-more info to follow in the spring.

Library-Suzanne is continuing her catalogue organization.

Miscellaneous News: Our meeting time has changed to the second Wednesday of the month at 11 am to be held in the library if available. Our team will work with Allison to run a themed service to promote our team in the next 2-3 months.

Respectfully submitted by Darlene

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### Ministry and Personnel Report

Council members completed the "How to Lead When you Don't Know Where You're Going" book study, with Rev Tif, on January 12. We look forward to our first two Fresh Start sessions with Rev Jennifer Feguson and Rev (Ret.) Murray Bloom this Sunday after the service. The Brechin congregation is invited to join us.

The M+P team began discussion with Rev Tif on January 12 to suggest and plan ways that will enable her to reduce her working hours. The meetings will continue this month and possibly into February. The team will also be meeting, via Zoom, with Rev Gail Miller, (Regional Minister, Pacific Mountain Region) on Thursday, January 18.

Linda and Eileen met with Cindy Gillespie on January 15 to review her new contract, effective February 1, 2024.

Kudos to Tim Weger, our Music Director, Richard Freed, the ukulele players, and Brechin's 30 choir members for their enthusiasm and impressive music presentations every Sunday.

Respectfully submitted by Linda Braid

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## 01 17 2024 Brechin United Church Council MEETING MINUTES and Team Reports

### Brechin 4 ACTION Report

#### 1. New Team Chair Discussion

Please note that the focus of this month's meeting involves discussions for a new chairperson.

Our approach to this discussion is as follows:

- *Our Team's People Power/Energy Over the Next Year+ ... We mapped out people's availability ...*
- *Our Activity Priorities Throughout the Year ... Some Confirmed, Some Potential ...*
  - Brechin's Visioning sessions are slated for January 21 and February 4.
  - T&R Events:

March 8 & 9 (& 10<sup>th</sup>?) – Adrian Jacobs Event – Co-host with Hope Lutheran

March? host (or possibly co-host with Hope Lutheran?) the showing of Daniel Elliott's documentary "Winds of Change" following with discussion.

June 21 – National Indigenous Day

September 30 – Truth & Reconciliation Day ("Orange Shirt Day")

October 16 – Building Bridges Reconciliation workshop at Brechin.

November 13 – Paddling Together Reconciliation workshop at Brechin.

#### Social Justice Events:

February - Black History Month – Allison may be doing an education piece on this (not confirmed yet.) (Also, Shelley is writing an article for the local magazine NAHS "Nanaimo African Heritage Society")

February 24 - Coldest Night of the Year (CNOY) fund-raiser for Island Crisis Care Society – Lynn and 2 other BUC members are on the same team. We could feature this on Sun. Feb. 11 at "Faith Focus Time."

August 2024 – International Drug Overdose Awareness Day/Week

October - World Food Sunday – 3<sup>rd</sup> Sunday in October (the Church's Week of Action)

October (Thanksgiving Weekend) Warm Clothing Drive - Mark Jarvis and Team distribute warm clothing.

December – (Near Christmas) Warm Clothing Drive – Mark Jarvis and Team distribute warm clothing and food/beverage.

#### Climate Events/climate action:

March after our AGM – continue to explore with Blaine (& council) the possibility of Brechin's changing banking facilities from RBC to close by BOM or CCCU

Mar. 21 – World Forest Day} We could tie these 2 days together...?

Mar. 22 – World Water Day} - " –

April 22 – Earth Day (official day) – Sun. Apr. 21 – service can focus on Earth Day

(Tif suggested we could involve 2 teams and work together thus reminding us how we are all connected.)

No Date Set – Possible 100-Mile Potluck as well as a possible vegan meal (with FUFON).

Nov. 11 – 24, 2024 – COP29 to be Held in Baku, Azerbaijan

#### *Review & Discuss Chair Position Description and General Discussion ...*

We confirmed the following:

Vickeri has agreed to chair the monthly meetings. She will be responsible for setting up the meeting agenda and emailing it to team members.

Vickeri will be responsible for any announcements for the weekly Friday emails.

Colleen will email the meeting Zoom link to team members.

## 01 17 2024 Brechin United Church Council MEETING MINUTES and Team Reports

Colleen will continue as official recorder of Minutes and do distribution to team members. Colleen will prepare the monthly Report to Council. She will send this to Vickeri who will then forward to Eileen. (for Council).

T&R Subgroup has been agreed upon. Members are Lynn, Marg, Anne, & Colleen. Grant writing/application will continue with Lynn and Colleen doing this task.

CAP Subgroup already in place and working very well. Members are John, Shelley & Vickeri.

Letters, reports, correspondence etc. that may be required from time-to-time can be written by any team member responsible for the action/need. (i.e.: letters to The City, RDN, etc.)

Minute for Mission Schedule – to be determined at each monthly meeting.

Lynn is willing to continue making changes & updates to our B4A webpage.

### Under Consideration:

B4A Chairperson – to represent B4A at monthly council meetings. One of our members is considering doing this. Gloria & Council will be advised ASAP (likely this week).

### Outstanding/Needs to be Confirmed:

- Preparation of our team's submission to Annual Report. (Lynn has already prepared the 2023 submission, so the person to do this task in the future can be determined later).
- Colleen has offered to take on role of treasurer (historically any accounting/record keeping is for expenses/incomes and grant monies related to T&R Workshops)
- Colleen has offered to take on the role of ensuring team expenses are reimbursed by way of the cheque requisition form protocol currently in place.

## 2. **Truth & Reconciliation**

- Brief Discussion re: Adrian Jacobs Event. Adrian is the lead person for Indigenous Justice & Reconciliation with the CRC (Christian Reformed Church). Hope Lutheran and BUC hope to jointly host Adrian Jacobs in Nanaimo at BUC on Fri. Mar. 8 and Sat. Mar. 9. and possibly something on the Sunday March 10<sup>th</sup> service. The T&R subgroup will be the co-lead for this event and work alongside Hope Lutheran. There will be some expenses/costs associated with bringing Adrian here. HL has offered to pay the honorarium, and travel expenses since we are offering the facilities. There will be no accommodation expense as Tim Stime of HL will host Adrian. Some of these expenses will hopefully be covered by donations received. This will be open to all local faith communities.

## 3. **Climate Change/Climate Action**

- Climate Action Plan (CAP) for Brechin

### a) Church Solar Panels Update –

We are still in the feasibility stage. Keith has confirmed with Townline that the project is feasible from a technical/roof standpoint and that there is ducting that can be used to get the power to the distribution centre. The next step would be to assure that we have permissions from the various stakeholders. These would include Brechin council, the Region, and the Community Renewal Society and possibly First Services. Treena Duncan from the Region has indicated that there should be no problem with the Region.

- ### b)
- A preliminary cost/benefit analysis has been done using average cost data for several possible theoretical systems of various sizes. These would need to be confirmed at some point using actual quotes from potential suppliers. The team is investigating possible grants. A Zoom call with Faithful Footprints (Stephen Collette) is being scheduled. Alternate sources of matching funding



## 01 17 2024 Brechin United Church Council MEETING MINUTES and Team Reports

are also being investigated. It was suggested that we put together a brief for Council for the February meeting.

Respectfully submitted by Lynn Burrows, outgoing chair of Brechin 4 ACTION

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### Pastoral Care Report

Team members gathered at Jackie Little's in December to address Christmas cards for the congregation. These were given out at the December service; some kindly delivered in the building to residents by Linda Wilson and others hand delivered before mailing out the rest. We need to do this earlier next year to be able to have two services to hand the cards out to save on postage.

Planning for our Community Series is ongoing, and we have a speaker from Sands confirmed now as well and should know about one from Hospice soon. An Honorarium amount was discussed, and it was decided that \$100.00 would be offered to each speaker; we would hope this could be paid for from the Provision funds still available from the Fresh Start funds we received previously that have not all been used.

We are really pleased that we will be welcoming a relative newcomer from our congregation, Sue Davis, to our team this year and think she will be a great asset.

Respectfully submitted Marilyn Huffman

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### Property Report

1. No update from TL Housing on deficiencies remediation.
2. Problem with handicap entry and exit buttons and locking mechanism on main entry door to the church resolved.
3. Teams are reminded to fill out the facility use form when requesting event dates (other than regular meetings). The completed form saves Cindy a lot of time when she is scheduling events as she receives a lot of requests both internally and from the outside community.
4. Storage space in the church is at a premium. Is it possible that some of the donated Christmas decorations be stored off site until needed again next year?
5. Elections Canada/BC has requested use of the Brechin facility for a Voting Place for upcoming federal and provincial elections. Federal elections are held on a Tuesday, so accommodation from Loaves and Fishes would be required for when that election is held. Provincial elections are held on a Saturday. The church would receive a substantial sum for use of the facility on those days.
6. Matt Haapela has been asked to update Council on AV issues.
7. The ambient temperature in the building now seems to be stabilized. Filter changes for the HVAC system were made at the end of December.
8. I would like to suggest a work bee to clean the interior windows of the church. This will be a big job beyond the scope of the cleaning contract.

Respectfully submitted, Keith Allen

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## 01 17 2024 Brechin United Church Council MEETING MINUTES and Team Reports

### Worship Report

1. We gathered in the Library at 1pm, January 3, 2024.
2. Gwen shared a devotional "Sacredness is everywhere".
3. **Rev. Tif shared that we have been invited to St. Andrew's United Church for a Pancake Supper on Shrove Tuesday, followed by an Ash Wednesday service on February 13<sup>th</sup>.** Consensus was that we accept the invitation for this year but we may want to have something of our own next year. We will ask the Fellowship Committee to consider this event.
4. **Star Words are ready for 2024.** Information and reflective material will be provided for a personal 2024 journey.
5. **We had some wonderful special music from Garth, Gwen and Eveline during the Christmas season.** We have more new members in the choir. The choir fund raiser "Tunes and Treats" will be on Saturday afternoon, April 27.
6. Diane Thomas is unable to continue on our committee. We would like to thank her for her contributions over the years and wish her well in the future.
7. We would like to thank Doris Toms for the wonderful job she does, looking after the banners.
8. Allison Abuloc's Faith Focus Advent reflections were well research and a marvellous addition to the Advent Services.
9. **Planning for future services:**
  - a) The focus for Lent will be seven different kinds of rest.
  - b) Team Theme Services: These are part of the planning process for 2024, when we engage in a "Time for Renewal" program. Each team, on Council, will have opportunity to do a Sunday church service to share what they do.
  - c) "Ancient description of Spirit's movements for the church today"; Tif will use a Faith Focus Time to explain this response.
  - d) We decided from now on Tif or the presiding minister would read the "Land Acknowledgement".
  - e) We discussed the length of the "Affirmation Statement" and recognized that it needs to be revised. We will continue to use the present one, until we revise it as part of the renewal process.
  - f) **On January 14<sup>th</sup>, Rob and/or Gloria will be making an announcement about the first two Fresh Start Sessions on January 21<sup>st</sup>. People need to be reminded to bring a bag lunch.**
  - g) NB: Since our meeting I have confirmed that Rev Sally Bullas will lead service on January 28<sup>th</sup> and Rev. Greg Darjes will lead on February 4<sup>th</sup>.
10. **Business from minutes:**
  - a) Blue Christmas Service at Cedar United was a success. About 30 people attended. Brechin Worship Team provided the refreshments.
  - b) Christmas decorations to come down January 6.
  - c) Peggy, Grace and Anna will have their first service at Eden Gardens on January 7<sup>th</sup>.

Respectfully Submitted, Grace Skomorowski

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## 01 17 2024 Brechin United Church Council MEETING MINUTES and Team Reports

**Stewardship/ Finance Report** – verbal report at meeting

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### **Fellowship Report**

We are working on the “Souper Sunday” Sunday the 14<sup>th</sup>. Five volunteers graciously agreed to help make soup. Planning for a Valentines function, discussion at the next board meeting with a possibility to do something small scale at the time of the AGM. Spring BBQ will be planned for some time in May.

We now have 4 women to help plan the next women’s retreat in October. Looking for a facilitator currently.

Respectfully submitted. Linda Wilson

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